

**MICHIGAN CIVIL SERVICE COMMISSION  
JOB SPECIFICATION**

**DAIRY INDUSTRY FIELD SCIENTIST**

**JOB DESCRIPTION**

Employees in this job complete and oversee a variety of professional assignments to enforce laws regarding the production, processing, preparation, handling, transportation, storage, and sale of dairy products and/or to control and eradicate livestock diseases and ensure humane treatment of animals for economic and health purposes.

There are four classifications in this job.

**Position Code Title – Dairy Industry Field Scientist-E**

Dairy Industry Field Scientist 9

This is the entry level. As a trainee, the employee carries out a range of professional dairy industry field scientist assignments while learning the methods of work.

Dairy Industry Field Scientist 10

This is the intermediate level. The employee performs an expanding range of professional dairy industry field scientist assignments in a developing capacity.

Dairy Industry Field Scientist P11

This is the experienced level. The employee performs a full range of professional dairy industry field scientist assignments in a full-functioning capacity. Considerable independent judgment is used to make decisions in carrying out assignments that have significant impact on services or programs. Guidelines may be available, but require adaptation or interpretation to determine appropriate courses of action.

**Position Code Title – Dairy Industry Field Scientist-A**

Dairy Industry Field Scientist 12

This is the advanced level. The employee may function as a lead worker or senior worker. At this level, employees are responsible for overseeing the work assignments of other professionals or have regular assignments that have been recognized by Civil Service as having significantly greater complexity than those assigned at the experienced level.

**NOTE:** Employees generally progress through this series to the experienced level based on satisfactory performance and possession of the required experience.

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### **JOB DUTIES**

**NOTE:** The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Inspects establishments where dairy products are handled, manufactured, processed, stored, or offered for sale in order to ensure compliance with state dairy industry laws.

Inspects dairy farms, milk haulers, and dairy plants to determine compliance with sanitation standards.

Explains state dairy industry laws to persons involved in the production, processing, handling, and sale of dairy products and/or involved in the raising, selling, processing, transporting, and care of livestock.

Inspects milk products for purity, wholesomeness, and proper labeling in compliance with the hazardous analysis, critical control points, and guidelines.

Instructs violators of dairy industry laws in the proper methods and courses of action for correcting violations.

Test weights and measures devices and/or processing equipment for accuracy, proper construction, and operation.

Quarantines livestock that are diseased or do not comply with health standards.

Conducts investigations, presents evidence, and testifies in court cases related to violations of dairy industry laws.

Investigates violations of livestock laws and cases of illegal inter- and intra- state movement of livestock.

Works with the Department of Agriculture veterinarians in testing animals for contagious diseases.

Assists in the training of new dairy industry specialists.

Prepares and/or maintains reports, files, and written correspondence related to the work.

Performs related work as assigned.

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### **Additional Job Duties**

#### **Dairy Industry Field Scientist 12 (Lead Worker)**

Oversees the work of professional staff by making and reviewing work assignments, establishing priorities, coordinating activities, and resolving related work problems.

#### **Dairy Industry Field Scientist 12 (Senior Worker)**

Performs on a regular basis professional dairy industry field scientist assignments which are recognized by Civil Service as more complex than those assigned at the experienced level.

### **JOB QUALIFICATIONS**

#### **Knowledge, Skills, and Abilities**

**NOTE:** Some knowledge in the area listed is required at the entry level, developing knowledge is required at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of the principles and practices of the dairy industry.

Knowledge of livestock diseases and methods of their control.

Knowledge of the techniques of collecting and analyzing data.

Knowledge of the standard practices, processes, tools, equipment, and materials related to the buying, selling, and/or raising of livestock; and/or the production, processing, handling, and sale of dairy products.

Knowledge of health and sanitation standards.

Knowledge of the principles and practices of physical or biological sciences, sanitary science, or environmental health.

Knowledge of applicable state and federal animal health and/or dairy laws and standards.

Knowledge of dairy industry inspection techniques and procedures.

Ability to apply laws and rules and regulations to the work.

Ability to communicate effectively with others.

Ability to maintain favorable public relations.

Ability to maintain records, and prepare reports, and correspondence related to the work.

**Additional Knowledge, Skills, and Abilities**

**Dairy Industry Field Scientist 12 (Lead Worker)**

Ability to organize and coordinate the work of others.

Ability to set priorities and assign work to other professionals.

**Working Conditions**

Typical assignments frequently require that work be performed outdoors in inclement weather conditions as well as in an office or a laboratory.

The job duties require travel.

Some jobs require an employee to be exposed to diseases and illnesses.

Some jobs require an employee to be exposed to hazardous work environments.

Some jobs require an employee to work in an environment that involves exposure to unpleasant and noxious fumes and odors.

**Physical Requirements**

None.

**Education**

Possession of a bachelor's degree in animal science, biochemistry, biology, chemistry, environmental health, food science/technology, microbiology, toxicology, veterinary science, or a related field including 10 semester (15 term) credits in a combination of biology and/or chemistry courses.

**Experience**

**Dairy Industry Field Scientist 9**

No specific type or amount is required.

**Dairy Industry Field Scientist 10**

One year of professional experience in the enforcement of laws pertaining to the production, transportation, and storage of dairy products equivalent to a Dairy Industry Field Scientist 9.

**Dairy Industry Field Scientist P11**

Two years of professional experience in the enforcement of laws pertaining to the production, transportation, and storage of dairy products equivalent to a Dairy Industry Field Scientist, including one year equivalent to a Dairy Industry Field Scientist 10.

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**Dairy Industry Field Scientist 12**

Three years of professional experience in enforcing laws and regulations pertaining to the production, transportation, and storage of dairy products equivalent to a Dairy Industry Field Scientist, including one year equivalent to a Dairy Industry Field Scientist P11.

**Special Requirements, Licenses, and Certifications**

None.

**NOTE:** Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

**JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION**

**Job Code**

DAIRYSCI

**Job Code Description**

Dairy Industry Field Scientist

**Position Title**

Dairy Industry Field Scientist-E

Dairy Industry Field Scientist-A

**Position Code**

DRYISCIE

DRYISCA

**Pay Schedule**

H21-001

H21-009

ECP Group 2  
Revised 1/5/07  
SKF